

**State of Illinois  
Department of Central Management Services  
Bureau of Personnel  
Springfield, Illinois 62706**

**Supplementary Examination Announcement**

**RESIDENTIAL CARE WORKER - 38277**

Monthly Salary Range: \$2540 - \$3529

Option A - Regular Test

Option B - Certified Nursing Assistant

Option SSA - Spanish Speaking

Option SSB - Spanish Speaking-Certified Nursing Assistant

Option MCA - Manual Communication Skill

Option MCB - Manual Communication Skill Certified Nursing Assistant

\*Please indicate the options in which you are interested. A separate application must be submitted for Option A and for Option B.

**General Duties:** A Residential Care Worker, under general supervision, provides direct developmental training and daily personal care services to meet physical and emotional needs of children with physical impairments of adults with visual impairments, residing in a Department of Human Services school or facility; serves as a member of the treatment team, developing an individual treatment plan; makes observations of residents and attends staff meetings; provides guidance and training to develop resident's social and independent living skills.

**Minimum training and experience:** Requires an Associates of Arts degree (or completion of 2 years college) preferably in Child Care, Sociology, or Human Services OR two years of experience in the care and supervision of children as could be gained in a day care facility, a Head Start Program; or equivalent paraprofessional counseling/behavioral science experience,

PLUS

completion of an agency approved training program or an additional year of the above experience;

Option B requires an Associates of Arts degree (or completion of 2 years college) preferably in Child Care, Sociology, or Human Services OR two years of experience performing aspects of personal hygiene and activities of daily living for residents of acute or long-term care facilities;

PLUS

successful completion of the 120 hour Illinois Department of Public Health approved Basic Nursing Assistant Training Program as evidenced by a letter verifying current inclusion on the Nurse Assistant Registry maintained by the Department of Public Health. NOTE: Basic Nursing Assistant Training Program certificate or related letter must be attached.

(Continued on reverse side)

**EXAMINATION SCHEDULE (EXCEPT FOR STATE HOLIDAYS)**

Examinations may be cancelled without further notice as needs are met.

**FLEXIBLE SCHEDULE TESTING:**

Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 1:30 p.m.:

CHICAGO: James R. Thompson Center, 100 W. Randolph, Suite 3-300, Chicago, IL 60601

Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 2:00 p.m.:

SPRINGFIELD: Capitol City Center, 130 W. Mason Street, Springfield, IL 62702

**BY APPOINTMENT ONLY:**

CHAMPAIGN: State Regional Office Bldg., 2125 South First St., Telephone 217/278-3435

MARION: State Regional Office Bldg., 2309 West Main Street, Suite 126, Telephone 618/993-7005

ROCKFORD: E.J. "Zeke" Giorgi Center, 200 South Wyman, Telephone 815/987-7004

**ILLINOIS BELL RELAY:** (voice user) 800/526-0857 (TTY user) 800/526-0844

AN EQUAL OPPORTUNITY EMPLOYER

6/19/01 Grp A, (RC-009-20) Salary 7-1-06, Counties Updated 3-25-02, 8-25-03 K,

4-22-03 Option A replaces Regular Option

Knowleges tested: Written Instructions; Reading Comprehension; Written Communication Skills; Interpersonal Skills; Daily Living Skills; Instructional Methods and Mentoring Skills.

Tests and weights: Automated multiple-choice test 100%.

**\*\*NOTE: PER THE PERSONNEL RULES AN APPLICANT SHALL NOT BE PERMITTED TO RETAKE A MULTIPLE-CHOICE AND/OR PERFORMANCE EXAMINATION UNTIL 30 DAYS HAS ELAPSED.**

Length of eligibility period: One year.

Option SSA and SSB: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Option MCA and MCB: At the time of the job interview, the eligible will be required to exhibit the ability to communicate effectively with the deaf by utilizing American Sign Language concepts and manual communication skills. Failure to exhibit these abilities will result in disqualification for this option.

Counties in which positions are established: Cook (SS), Morgan (MC).

(SS) Indicates Spanish Speaking Option is also established in that county.

(MC) Indicates Manual Communication Option is also established in that county.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.